

Notice of Intent (NOI) for coverage under Small MS4 General Permit

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Part I: General Conditions

General Information

Name of Municipality or Organization: Town of Rowley

State: MA

EPA NPDES Permit Number (if applicable): MAR041218

Primary MS4 Program Manager Contact Information

Name: Deborah Eagan

Title: Town Administrator

Street Address Line 1: Rowley Town Hall

Street Address Line 2: 139 Main Street

City: Rowley

State: MA

Zip Code: 01969

Email: debbie@townofrowley.org

Phone Number: (978) 948-2705

Fax Number: (978) 948-8202

Other Information

Stormwater Management Program (SWMP) Location
(web address or physical location, if already completed):

Conservation Dept. to be updated by 6/30/2019

Eligibility Determination

Endangered Species Act (ESA) Determination Complete? Yes

Eligibility Criteria
(check all that apply):

☐ A ☒ B ☐ C

National Historic Preservation Act (NHPA) Determination Complete? Yes

Eligibility Criteria
(check all that apply):

☒ A ☐ B ☐ C

☒ Check the box if your municipality or organization was covered under the 2003 MS4 General Permit

MS4 Infrastructure (if covered under the 2003 permit)

Estimated Percent of Outfall Map Complete?
(Part II, III, IV or V, Subpart B.3.(a.) of 2003 permit)

100%

If 100% of 2003 requirements not met, enter an
estimated date of completion (MM/DD/YY):

Web address where MS4 map is published:

If outfall map is unavailable on the internet an electronic
or paper copy of the outfall map must be included with
NOI submission (see section V for submission options)

www.TownofRowley.net

Regulatory Authorities (if covered under the 2003 permit)

Illicit Discharge Detection and Elimination (IDDE) Authority Adopted?
(Part II, III, IV or V, Subpart B.3.(b.) of 2003 permit)

Yes

Effective Date or Estimated
Date of Adoption (MM/DD/YY):

02/01/08

Construction/Erosion and Sediment Control (ESC) Authority Adopted?
(Part II, III, IV or V, Subpart B.4.(a.) of 2003 permit)

Yes

Effective Date or Estimated
Date of Adoption (MM/DD/YY):

11/20/07

Post-Construction Stormwater Management Adopted?
(Part II, III, IV or V, Subpart B.5.(a.) of 2003 permit)

Yes

Effective Date or Estimated
Date of Adoption (MM/DD/YY):

11/20/07

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Please list the waterbody segments to which your MS4 discharges. For each waterbody segment, please report the number of outfalls discharging into it and, if applicable, any impairments.

Massachusetts list of impaired waters: *Massachusetts 2014 List of Impaired Waters*- <http://www.mass.gov/eea/docs/dep/water/resources/07v5/14list2.pdf>

Check off relevant pollutants for discharges to impaired waterbodies (see above 303(d) lists) without an approved TMDL in accordance with part 2.2.2.a of the permit. List any other pollutants in the last column, if applicable.

[illegible]

Waterbody segment that receives flow from the MS4	Number of outfalls into receiving water segment	Other pollutant(s) causing impairments								
		Chloride	Chlorophyll-a	Dissolved Oxygen/DO Saturation	Nitrogen	Oil & Grease/ PAH	Phosphorus	Solids/ TSS/ Turbidity	E. coli	Enterococcus
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Part III: Stormwater Management Program Summary

Identify the Best Management Practices (BMPs) that will be employed to address each of the six Minimum Control Measures (MCMs). For municipalities/organizations whose MS4 discharges into a receiving water with an approved Total Maximum Daily Load (TMDL) and an applicable waste load allocation (WLA), identify any additional BMPs employed to specifically support the achievement of the WLA in the TMDL section at the end of part III.

For each MCM, list each existing or proposed BMP by category and provide a brief description, responsible parties/departments, measurable goals, and the year the BMP will be employed (public education and outreach BMPs also requires a target audience). **Use the drop-down menus in each table or enter your own text to override the drop down menu.**

MCM 1: Public Education and Outreach

BMP Media/Category (enter your own text to override the drop down menu)	BMP Description	Targeted Audience	Responsible Department/Parties (enter your own text to override the drop down menu)	Measurable Goal	Beginning Year of BMP Implementation
Displays/Posters/Kiosks	Stormwater management system info displays at various public spaces/events on pollution prevention	Residents/Businesses/Industry/Developers	Conservation Dept./Highway Dept./MVPC Merrimack Valley Stormwater	Informational Posters & Display boards at locations to include Town Hall and Annex Bldg.	2018
Brochures/Pamphlets	Public education print materials	Residents/Businesses/Developers	Conservation Dept./Highway Dept./MVPC Merrimack Valley Stormwater	2 messages over 5 years to each of the three targeted audience. (targeted audiences are residents; commercial businesses, & light industry/distribution facilities; and developers.	2018
School Curricula/Programs	Pine Grove School will host Greenscapes "Keeping Water Clean" Presentation.	Residents	Greenscapes North Shore Coalition	- Number of students/ teachers/ volunteers in attendance - Subset of students evaluated before and after program	Fy2019-23
Merrimack Valley Stormwater website--Stori	Post plans and stormwater resource information on town and MVPC website	Residents/Businesses/Developers (construction)	Conservation Dept./Highway/MVPC	Update websites as needed	2018

Local Public Service Announcements	PSAs on stormwater pollution prevention on local cable access	Residents/Businesses/Developers	Conservation Dept./Rowley Community Media	continuous PSA announcements updated quarterly as needed	2019
Brochure/ Pamphlets	Brochure will consist of a 'how-to-guide' for residents on how rain gardens work and how to install them at their home.	Residents	Greenscapes North Shore Coalition	- Number distributed - Resident testimonials	FY2019
Brochure/ Pamphlets	An updated version of comprehensive literature, discussing the importance of "greenscaping", small-scale stormwater management practices, sewer/septic system maintenance and other ways to avoid illicit discharge.	Residents	Greenscapes North Shore Coalition	- Number distributed - Resident testimonials	FY2019
Workshop/ Info Sheet	Workshop and associated literature will cover LID options for reducing runoff and promoting on-site infiltration. Pricing, maintenance and ordinances will also be discussed.	Developers (Construction)	Greenscapes North Shore Coalition and Conservation Dept.	- Number of attendees - Increase in LID use	FY2019
Displays/ Posters/ Kiosks	Informational poster will be placed in area with heavy dog/walker traffic. Poster will describe proper pet waste management and disposal.	Residents	Greenscapes North Shore Coalition	Pilot surveys may be conducted before and after message posting	FY2019
Brochure/ Pamphlets	Pet Waste literature is available in two forms (one page info sheet or rack card) and can be redistributed as necessary.	Residents	Greenscapes North Shore Coalition	- Number distributed - Resident testimonials	FY2019-23

Social Media Post	Greenscapes will provide content for a social media "blast" on town Facebooks etc. Ex. Autumnal facebook post describing proper disposal of leaf collection, and springtime post about proper lawn/fertilizer maintenance.	Residents	Greenscapes North Shore Coalition and Town of Rowley	- Number of views/ likes/ comments - Resident testimonials before and after posting	FY2019-23
Web Page	Story Map will outline and describe different examples of existing low-impact-developments in the North Shore Community.	Residents	Greenscapes North Shore Coalition	- Number of map views - Resident testimonials on LID awareness	FY2021
Brochure/ Pamphlets	Brochure will include general info on LIDs that can assist in stormwater management and pollution prevention. Content will be targeted to "environmental contacts" at industrial facilities, or property managers where applicable.	Commercial & Industrial Facilities	Greenscapes North Shore Coalition	- Number distributed - Phone call followup	FY2020
Workshop	Stormwater presentation will discuss specific BMPs for parking lots; how to reduce impervious surfaces, and maintain the space more sustainably.	Businesses/ Institutions and Commercial Facilities	Greenscapes North Shore Coalition and Town of Rowley	- Number of attendees - Number of presentations re-distributed to commercial representatives.	FY2020

Displays/Posters/Kiosks	An updated version of informational display, discussing the importance of "greenscaping", small-scale stormwater management practices, sewer/septic system maintenance and other ways to avoid illicit discharge.	Residents	Greenscapes North Shore Coalition	- Number distributed - Resident testimonials	FY2020
workshop	Workshop and literature will go into greater detail, following the workshop regarding low impact development held in year one. City ordinances and associated incentives will be outlined.	Developers (Construction)	Greenscapes North Shore Coalition and Town of Rowley	Number of attendees	FY2021
Meeting/ Presentation	Presentation will discuss proper "greenscaping" practices on a business/commercial level. Content will be targeted to property managers and will include sand/salt storage and landscape management.	Businesses/ Institutions and Commercial Facil	Greenscapes North Shore Coalition and Town of Rowley	Number of attendees	FY2022
Brochures/Pamphlets	"What not to Flush" rack card will raise resident awareness of the damages of flushing things like wipes and grease in their toilets/sinks.	Residents	Greenscapes North Shore Coalition	- Number distributed - Resident testimonials	FY2022

Meeting/ Presentation	Greenscapes NS will conduct a "Greenscapes 101" presentation for residents at Public Library. Presentation will discuss the importance of clean and plentiful water.	Residents	Greenscapes North Shore Coalition	- Number of attendees - Resident testimonials	FY2023

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Part III: Stormwater Management Program Summary (continued)

MCM 2: Public Involvement and Participation

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Notice of Intent (NOI) for coverage under Small MS4 General Permit

Part III: Stormwater Management Program Summary *(continued)*

MCM 3: Illicit Discharge Detection and Elimination (IDDE)

BMP Categorization (enter your own text to override the drop down menu)	BMP Description	Responsible Department/Parties (enter your own text to override the drop down menu)	Measurable Goal (all text can be overwritten)	Beginning Year of BMP Implementation
Drainage System inventory update	Update Storm system inventory in accordance of permit conditions	Highway Dept./Conservation Dept.	Complete within 1 year of effective date of permit	2019
Stormwater system map	Update map during IDDE program completion	Highway Dept./Conservation Dept./ with MWPC	Update map within 2 years of effective date of permit and complete full system map 10 years after effective date of permit	2018
Written IDDE program	Create written IDDE program	Highway Dept./Conservation Dept.	Complete within 1 year of the effective date of permit and update as required	2019
Implement IDDE program	Implement catchment investigations according to program and permit conditions	Highway Dept./Conservation Dept.	Complete 10 years after effective date of permit	2020
Employee training	Train employees on IDDE implementation	Highway Dept./Conservation Dept. with MWPC Stormwater Collaborative	Train annually	2018
Conduct dry weather screening	Conduct in accordance with outfall screening procedure and permit conditions	Highway Dept./Conservation Dept.	Complete 3 years after effective date of permit	2019
Conduct wet weather screening	Conduct in accordance with outfall screening procedure	Highway Dept./Conservation Dept.	Complete 10 years after effective date of permit	2021
Ongoing screening	Conduct dry weather and wet weather screening (as necessary)	Highway Dept./Conservation Dept.	Complete ongoing outfall screening upon completion of IDDE program	2022

[illegible]

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Part III: Stormwater Management Program Summary *(continued)*

MCM 4: Construction Site Stormwater Runoff Control

BMP Categorization (enter your own text to override the drop down menu or entered text)	BMP Description	Responsible Department/Parties (enter your own text to override the drop down menu)	Measurable Goal (all text can be overwritten)	Beginning Year of BMP Implementation
Site inspection and enforcement of Erosion and Sediment Control (ESC) measures	Complete written procedures of site inspections and enforcement procedures	Conservation Dept.	Completed through Town's Erosion Control Bylaw	2018
Site plan review	Complete written procedures of site plan review and begin implementation	Planning Board with Conservation Dept. consultation	Completed through Town's Site Plan Review	2018
Erosion and Sediment Control	Adoption of requirements for construction operators to implement a sediment and erosion control program	Planning Board and Conservation Dept.	Completed through Town's Site Plan Review and Erosion Control Bylaw	2018
Waste Control	Adoption of requirements to control wastes, including but not limited to, discarded building materials, concrete truck wash out, chemicals, litter, and sanitary wastes	Planning Board/Conservation Dept. /Board of Health	Completed and implemented within existing regulatory structure of Town	2018

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Notice of Intent (NOI) for coverage under Small MS4 General Permit

Part III: Stormwater Management Program Summary (continued)

MCM 5: Post-Construction Stormwater Management in New Development and Redevelopment

BMP Categorization (enter your own text to override the drop down menu or entered text)	BMP Description	Responsible Department/Parties (enter your own text to override the drop down menu)	Measurable Goal (all text can be overwritten)	Beginning Year of BMP Implementation
As-built plans for on-site stormwater control	The procedures to require submission of as-built drawings and ensure long term operation and maintenance will be a part of the SWMP	Planning Board/Building Dept./Conservation Dept.	Existing requirement of Town's permitting structure	2018
Target properties to reduce impervious areas	Identify at least 5 permittee-owned properties that could be modified or retrofitted with BMPs to reduce impervious areas and update annually	Planning Board / Conservation Dept./ Highway Dept.	Complete 4 years after effective date of permit and report annually on retrofitted properties	2021
Allow green infrastructure	Develop a report assessing existing local regulations to determine the feasibility of making green infrastructure practices allowable when appropriate site conditions exist	Planning Board / Conservation Dept./ Highway Dept.	Complete 4 years after effective date of permit and implement recommendations of report	2021
Street design and parking lot guidelines	Develop a report assessing requirements that affect the creation of impervious cover. The assessment will help determine if changes to design standards for streets and parking lots can be modified to support low impact design options.	Planning Board / Conservation Dept./ Highway Dept. / Fire Dept.	Complete 4 years after effective date of permit and implement recommendations of report	2021

[illegible]

Notice of Intent (NOI) for coverage under Small MS4 General Permit

Part III: Stormwater Management Program Summary (continued)

MCM 6: Municipal Good Housekeeping and Pollution Prevention

BMP Categorization (enter your own text to override the drop down menu or entered text)	BMP Description	Responsible Department/Parties (enter your own text to override the drop down menu)	Measurable Goal (all text can be overwritten)	Beginning Year of BMP Implementation
O&M procedures	Create written O&M procedures including all requirements contained in 2.3.7 a.ii for parks and open spaces, buildings and facilities, and vehicles and equipment	Highway/Conservation/Board of Selectmen/Light Dept./Fire Dept./Police	Complete and implement 2 years after effective date of permit	2020
Inventory all permittee-owned parks and open spaces, buildings and facilities, and vehicles and equipment	Create inventory	Highway/Conservation/Board of Selectmen	Complete 2 years after effective date of permit and implement annually	2019
Infrastructure O&M	Establish and implement program for repair and rehabilitation of MS4 infrastructure	Highway/Conservation/Light Dept. / Water Dept.	Complete 2 years after effective date of permit	2019
Stormwater Pollution Prevention Plan (SWPPP)	Create SWPPPs for maintenance garages, transfer stations, and other waste-handling facilities located in MS4 area	Highway/Conservation/Light Dept. / Water Dept./Board of Selectmen/F	Complete and implement 2 years after effective date of permit if determined impact on MS4 resources	2019
Catch basin cleaning	Establish schedule for catch basin cleaning such that each catch basin is no more than 50% full and clean catch basins on that schedule	Highway Dept.	Clean catch basins on established schedule and report number of catch basins cleaned and volume of material moved annually	2018
Street sweeping program	Sweep all streets and permittee-owned parking lots in accordance with permit conditions	Highway Dept.	Sweep all streets and permittee-owned parking lots once per year in the spring	2018
Road salt use optimization program	Establish and implement a program to minimize the use of road salt	Highway Dept.	Implement salt use optimization during deicing season	2018

[illegible]

Part III: Stormwater Management Program Summary (continued)

Use the drop-down menus to select the applicable TMDL, action description to meet the TMDL requirements, and the responsible department/parties. If no options are applicable, or more than one, **enter your own text to override drop-down menus.**

[illegible]

Notice of Intent (NOI) for coverage under Small MS4 General Permit

Part III: Stormwater Management Program Summary (continued)

Actions for Meeting Requirements Related to Water Quality Limited Waters

Use the drop-down menus to select the pollutant causing the water quality limitation and enter the waterbody ID(s) experiencing excursions above water quality standards for that pollutant. Choose the action description from the dropdown menu and indicate the responsible party. If no options are applicable, or more than one, **enter your own text to override drop-down menus.**

[illegible]

Part IV: Notes and additional information

Use the space below to indicate the part(s) of 2.2.1 and 2.2.2 that you have identified as not applicable to your MS4 because you do not discharge to the impaired water body or a tributary to an impaired water body due to nitrogen or phosphorus. Provide all supporting documentation below or attach additional documents if necessary. Also, provide any additional information about your MS4 program below.

Evaluation of Historic Effects

Assessment of Endangered Species Impact and EPA Consultation with U.S. Fish & Wildlife

Notice of Intent (NOI) for coverage under Small MS4 General Permit

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Part V: Certification

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, I certify that the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Name:

Deborah Eagan

Title:

Town Administrator

Signature:

Deborah Eagan

Date:

09/27/18

[To be signed according to Appendix B, Subparagraph B.11, Standard Conditions]

Note: When prompted during signing, save the document under a new file name